

Duties of a Science Discipline Node Manager

A Science Discipline Node Manager is responsible for:

1. Ensuring that Planetary Data System (PDS) archive standards and archive practices are maintained, and ensuring commonality both with respect to archive standards within his/her node, and also, across the PDS.
2. Ensuring timely support of NASA mission teams or instrument teams assigned to his/her node. In particular, working with project and instrument teams to ensure timely and effective acceptance into the PDS of data sets from the mission or instrument and on the schedule defined by the project or instrument team requirements from NASA. This includes interaction with mission or instrument teams after selection (or direction in the case of directed instruments or missions) and through all phases of the mission. The Science Discipline Node Manager must ensure that his/her node works with Mission and Instrument teams to develop and implement a Data Analysis and Data Management Archive Plan consistent with mission requirements and NASA direction, well defined interfaces among the project, the instrument, and the PDS node, and if possible, early development of data archiving pipelines. Peer review is a critical part of the archiving process, the Science Discipline Node Manager should establish both rigorous peer review processes, and see that issues are clearly and effectively communicated to the mission or instrument team.
3. Maintaining both the archive products assigned to that node, and also a back-up node and maintaining effective disaster recovery and IT security plans that are coordinated with the PDS as a whole and with the management and engineering elements of the PDS.
4. Overseeing efforts by his/her node to be an active and interrogable interface to the holding the PDS archive for scientists.
5. Leading activities by his/her node to develop tools to assist scientists on data discovery, data transmittal, data display, and tools for common analysis processes, and working to share those capabilities with other nodes within the PDS family.
6. Managing the funds provided under his/her Cooperative Agreement, including addressing any issues that may arise with recipients of subcontracts or grants issued through their home institution and providing a periodic accounting for them.
7. Communicating the status of their archive including mission delivery schedule status to the PDS Project Office, NASA HQ, projects, the management Council, and the public.
8. Leading the effort in archive derived science.